**K-12 Leadership Team PLC**

**November 19, 2013**

*“Think about it: teachers are the very heart and soul of a school that effectively functions as a professional learning community, and as a professional learning community, the quality of the professional life of teachers is greatly enhanced. The good news is that we have the capacity to create such schools right now! And if not now, when? And if not us, who?”* ***Every School, Every Team, Every Classroom***

**Guiding Question:** How do we become a *Professional Learning Community (PLC)* as we meet the five District goals and implement the 21st Century Model of Education?

**Long-term targets:**

* Bea professional learning community (PLC) by consistently and fully implementing PLC procedures and structures throughout the district
* Meet the five district goals
* Implement the 21st Century Model of Education
* Integrate the Montana Common Core State Standards in English language arts and mathematics throughout the district
* Collaborate with UM and other community stakeholders to implement goals of SHAPE P-20 grant

**Short-term targets for November meeting:**

* I can clearly define key PLC terms
* I can share specific/focused information about Question #1 from an excellent PLC team
* I can give focused, descriptive feedback to my colleagues in response to their description of a team’s response to Question #1

**Resources Needed:**

* Agenda
* Video : Monument Mountain Regional High School : Understanding the difference between learning and education.

[http://www.upworthy.com/this-school-totally-understands-the-difference-between- learning-and- education?g=2](http://www.upworthy.com/this-school-totally-understands-the-difference-between-%20%20%20learning-and-%20education?g=2)

**Roles for November 19 meeting:**

* Alex: The Superintendent ‘s PLC Message
* Mark: Facilitator/Time keeper/Final Word Protocol
* Heather: Note taker/Entrance Ticket/PLC Deliverables/Plus Delta
* Karen: Agenda setter/Video/PLC survey

**Vocabulary for the coming month:**

* **Endurance**
* **Leverage**
* **Readiness**
* **Vision**
* **Collective responsibility**

**Participants present:**

Mark Thane, Heather Davis Schmidt, Karen Allen, Alex Apostle, John Matt, Trevor Laboski, Jerry Seidensticker, Matt Clausen, Jane Bennett, John Combs, Bob Gearhart, Tom Blakely, Jennifer Courtney, Cindy Christensen, Roberta Stengel, Kelly Chumrau, Julie Robitaille, Chris Stevens, Ginny Haines, Amy Shattuck, Julie McCarthy-McLaverty, Kathleen Nerison, Dave Rott, Steve Mutchler, Brian Bessette, Brian Fortmann, Carol Ewen, Lynn Farmer, Libby Oliver, Susan Anderson, Alanna Vaneps, Craig Henkel

**AGENDA**

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| **TIME** | **ACTIVITY Facilitator** |
| **1:15-1:20** | Entrance Ticket—***consistent in our PLC language*** Heather  Each member defines one focus PLC vocabulary word—2 minutes  Share out (3 minutes)  **Protocol: *Cold Call***  Heather welcomed Dr. John Matt from UM – SHAPE P20 collaboration.  Heather reviewed 5 vocabulary words/phrases from the September 2013 K-12 Leadership Team PLC meeting: PLC, collaboration, team, team norms, critical questions for team consideration. |
| **1:20-1:30** | Superintendent’s Message Alex  Dr. Apostle welcomed Dr. Matt and shared the importance of the MCPS/UM collaboration to our work. Dr. Apostle focused on the importance of our collaborative work, becoming a culture of professional learning communities and shared leadership. | Karen |
| **1:30-1:45** | Review agenda Karen  Video: Monument Mountain Regional High School--Understanding the difference between learning and education.    [http://www.upworthy.com/this-school-totally-understands-the-difference-between- learning-and-education?g=2](http://www.upworthy.com/this-school-totally-understands-the-difference-between-%20%20%20learning-and-education?g=2)  ***What three things do you see students doing? Notice. Observe. Describe.--Share***    **Protocol: *Cold Call***  Karen reviewed the agenda, shared a short video and used cold call to get responses from participants about what we see students doing. |
| **1:40-2:10** | Sharing Exemplary Results to Question #1 Mark  **Protoco*l: Final Word***  Skills to practice: notice, observe, describe, stay low on the ladder of inference. |
| **2:10-2:20** | Review K-12 Leadership Team Products #2 Heather  [PLC Deliverables](http://www.mcpsonline.org/images/9/90/2013Sep4_PrincipalPLC_Deliverables_Timeline_DueDates.xlsx)    **TIGHT** **LOOSE**  **Short Term Smart Goal**  **January Meeting** |  |
| **2:20-2:30** | Conclude and reflect: Heather    **Protocol: *Plus/Delta***  **PLUS**   * Sharing with colleagues * Final word protocol * Video * 1:15 start time * specific examples colleagues brought * accomplished a lot in a short amount of time * mutual accountability – use of protocols, deliverables ALL were accountable for * organized agenda, stuck to it * work aligned to what we expect of our teachers: practicing, modeling, and supporting each other for our work with our teachers   **DELTA**   * parking access limited * no opportunity to discuss the video |  |
| **Important**  **Information** | FOR THE NOVEMBER 19TH MEETING:  Entrance ticket for our November 19th meeting: definitions for the 5 key PLC terms    Use this website if the above will not open.  <http://www.allthingsplc.info/pdf/links/terms.pdf>  For the DECEMBER 17TH MEETING PLEASE COMPLETE:  *A SURVEY ON YOUR PROGRESS TOWARD BECOMING A PLC*.  Heather will send a link to an online survey for your completion and results will be shared and discussed at the Dec. 17th meeting. The link will be sent to you by Friday, November 22nd. Your responses will need to be completed NO LATER THAN Friday, December 6th.  To prepare your for the next deliverable due in January: Check out SMART Goals in ***Learning by Doing*** (2nd ed.), pages 157-58, 159; reasons for: 173; worksheets: 163-170.  **The PLC Glossary of Key Terms and Concepts**: <http://files.solution-tree.com/pdfs/Reproducibles_LBD2nd/glossaryofkeyterms.pdf> |  |